**HORNING PARISH COUNCIL**

**Minutes of the Meeting held on Monday 08 April 2013**

**At 7pm in St Benet’s Hall**

Present: Cllr D Turpin (in the Chair), P Bourke, H James, R Storey, P Lewis, P Iddon, District Cllr McGoun, County Cllr Rice and the Clerk, P Fyans. Eight Parishioners were in attendance.

1. **Apologies for Absence and accepted**: Cllr B Ives.
2. **Declarations of Interest**: None.
3. **To approve Minutes of the Parish Council Meeting held on 04 March 2013**. Draft Minutes, having been circulated were unanimously agreed and signed by the Chairman.
4. **Matters arising from the minutes (not elsewhere on the Agenda);**

4.1. A response had been received from Mitchells & Butler addressed to the Chairman. They are waiting for one of their contractors to undertake an assessment of the car park reporting back their findings.

4.2 Cllr Turpin advised that the new Jubilee Noticeboard had arrived and was to be erected ready for an unveiling by Lady Colman at 11am on 20 Apr 13.

4.3 The Clerk confirmed that he had downloaded the software ready for ‘real time’ payment of monthly HMRC tax payments. The Clerk confirmed that he wished to attend the forthcoming AGM of the Society of Local Council Clerks where an item on the Agenda is a Presentation from a Business Advisor from the HMRC Business Education and Support Team.

4.4 The Clerk confirmed that Mr Tinge had agreed to tidy up the Dinghy bay and the surrounding area in preparation of the Boatshow. Cllr Iddon agreed to liaise with Mr Tinge over this matter.

4.5 Cllr Turpin confirmed he had spoken with Smiths Gore who would ‘do something’ reference the re-instatement of the permissive path, South of A1062 from the Tithe Barn.

4.6 Cllr Turpin informed the Council that he had lodged a request to NCC Highways reference the overgrown hedges near the school. Highways responded with ‘they will get back’ to him. County Cllr Rice offered to get in touch with Highways but mentioned that they are concerned about cutting hedges during the nesting season.

5. **Correspondence**

5.1 PCSO Bennett sent her apologies for not being able to attend personally as not on shift but submitted the following written report, 11 calls from the Horning area since the last Meeting, 3 reports of rowdy or nuisance behaviour, 1 road related call, 2 hoax calls, 2 calls for information purposes and 3 reports of suspicious circumstances. There were no reported crimes, the same as last year for this period. PCSO Bennett was not aware of a car being on the playing field leaving ‘doughnuts’ on the grass mentioned at the Mar Meeting but she confirmed that patrols would keep an eye out should this happen again.

5.2. Cllrs Moore and Kibler have submitted a letters of resignation from the Parish Council. Both letters cited totally different but understandable reasons. Cllr Turpin expressed his gratitude to both Cllrs for their efforts whilst serving on the Council. These resignations now leave the Council low on Councillors. It was unanimously agreed to place an article in the ‘Reach’ to try and recruit new members and to place this as an Agenda item for the May Meeting. The Clerk confirmed that a prospective Parishioner had expressed an interest but was unable to attend this Meeting. The Clerk would contact Electoral Services at NNDC informing them of these resignations.

5.3. The Annual Playground Inspection is now due and Mr David Bracey, who carried out the previous inspection, has offered his services again at the same cost as last year. It was unanimously agreed that the Clerk contact him and instruct him to carry out this inspection.

5.4. Response from the Brewery (mentioned in 4.1 above) was noted.

5.5. The AGM of the SLCC (mentioned in 4.3 above) is to be held on 19 Apr 13 at Fakenham Racecourse. The Clerk expressed his willingness to attend which was unanimously agreed.

5.6. The external auditors, Mazars have sent Audit details for 2013. The Clerk confirmed relevant dates and that once more the Accounts would be subject to the 5% intermediate audit chosen at random from all Councils.

5.7. The Leader of NNDC has offered the attendance of a ‘Senior’ Councillor and a member of the Corporate Leadership Team at a future Council Meeting to enable Cllrs to raise any issues of concern that the District Council has a role in tackling as well as updating Cllrs on projects that NNDC are working on. District Cllr McGoun confirmed that she was not aware of this invite. The Clerk was instructed to contact NNDC to accept this offer.

5.8. NNDC have invited the Chairman to a Civic Service of Thanksgiving at 7pm on 15 May 13 at the Parish Church of St Nicholas, Market Place, North Walsham. Cllr Turpin confirmed that he would be unable to attend but it was agreed that Cllr Iddon, as Vice Chairman would attend in his absence. The Clerk was instructed to RSVP to NNDC with this information.

5.9. Parishioner Mrs A Turpin informed the Council that the Campaign for the Protection of Rural England (CPRE) have selected Horning as one of four Parishes in Norfolk to benefit from Heritage Lottery funding for research into historic footpaths. The Council were unanimous in offering support in anyway they could. It was agreed that on completion perhaps a highly visible map of footpaths within the Parish could be displayed.

Mrs Turpin also wanted to make Council aware that this years ‘Parish Walk’ would take place on the 18 May 13 at 10am from St Benedict’s Church to St Benets’ Abbey. The Clerk was requested to contact the Council Insurers informing them of this walk and that insurance arrangements would be that as for the ‘Beating the Bounds’ walk held last year.

**6. Planning;** Cllr James, Chairman of the Planning Sub Committee gave the following report

**Notes of Planning group meeting Thursday 4th April 2013**

Present: Hilary James, Peter Iddon, Geoff Evans

**Applications**

**BA/2013/0052/NONMAT**

Non material amendment to PP BA/2007/0244/FUL and BA/2010/0405/EXT8W

St Benets Abbey, Horning, Norfolk

*No objections*

**BA/2013/0014/TCA**

Application for works to tree within a conservation area

99 Lower St, Horning, Norfolk

Horse Chestnut – crown reduction

View that this work needed to be undertaken due to earlier falling branches

*Support*

**NNDC 13/0321**

Erection of single storey side/rear extension

14 Norwich Road, Horning, Norwich NR12 8LW

*No objection*

**Decisions**

**BA/2013/0033/FUL**

South Quays Marina, Horning Reach, Horning

Proposed additional moorings

Approved subject to conditions

**BA/2013/0017/CPLUDL**

3 Bureside Estate

Crabbetts Marsh

Horning

Application for a lawful development certificate for the proposed change of use from holiday unit to full residential.

Withdrawn

**Appeal**

BA/2013/0002/REF

Adjacent to Box End, Grebe Island, Lower St, Horning

Proposed new boathouse together with new and replacement quay heading

Appeal to Secretary of State following refusal of planning permission by Broads Authority

**TPO/12/0867**

Confirmation of Tree Preservation Order

1 Parkland Crescent, Horning

At 19.30 the Chairman closed the Meeting to allow the property owner to which this TPO was served, Mr K Horry, an extensive opportunity to canvass the Council to seek their support in making a representation to NNDC for the removal of this TPO.

The Meeting re-opened at 19.44

Cllr James informed the Meeting that a TPO on a copper beech tree was served on 6th December 2012 and that no comment was made by HPC at that time. A letter of objection to this TPO from a local resident was received by the planning sub group.

*Following discussion the council unanimously agreed to make no supportive representation or comment on this matter*.

**7**. **Finance:**

Payments –

Clerks remuneration Mar 13 £284.83 – 20% tax (£56.97) £227.86

Mileage 41 miles @ 45p per mile £18.45

Expenses photo copies 52 @ 10p per copy £5.20 £251.51

Tinge Inv 03/2013 Litter Picking £134.03

CGM Ground Maintenance Mar 13, £81.80

Mr K Buck £255.00

HMRC Jan, Feb, Mar £167.35

NorfolkALC Annual Subscription £191.92

Norfolk Rural Community Council Annual Subscription £20.00

Campaign to Protect Rural England Annual Subscription £29.00

Community Account as at 22 Mar 2013 £9399.03

Business Saver Account as at 22 Mar 2013 £4081.31.

All payments were unanimously approved

**8.** **Asset Management Committee;** Cllr P Lewis, member of the Asset Management Committee gave the following report:

 **8.1** The Contract for the Village Hall Grounds Maintenance is due in May. It was unanimously agreed to retain CGM as the preferred contractors subject to an acceptable quote once more.

 **8.2** Special instruction has been made to CGM requesting that the Village Hall Playing Field is cut early in preparation for the Boatshow.

 **8.3** Instructions have been made to Mr Tinge and Carol Gilden ensuring the Village Green, the Staithe and Dinghy bay are ‘looking’ their best for the Boatshow**.**

 **8.4** No payments yet received from the Football Club for the use of the Playing Field. Cllr Lewis agreed to pursue this matter.

**9. To adjourn the Meeting to allow members of the public to speak**: The Chairman closed the Meeting at 20.05 to allow each member of the public present an opportunity to speak (5 minutes per person). The Council was informed that the Village Hall Committee was experiencing similar problems with the Football Club as the Council is. Cllr Iddon agreed to make contact with them over the outstanding issues. Colin Boake, Chairman of the Boat Show Committee gave a comprehensive up-date on the progress of planning for the forthcoming Boat Show. The Chairman congratulated the Committee on progress to date and wished them every success for the event, offering any support where the Council can. The Meeting re-opened at 20.26.

**10**. **To discuss any response from NNDC reference the transfer of ownership of the Horning Waterworks Staithe**. Cllr Turpin reported that he and District Cllr McGoun had visited Mr Thompson and also Mr Green, Solicitor/Asset Manager at NNDC. At the Meeting with NNDC it was stressed that Horning Parish Council do not want to see this NNDC Asset move out of public ownership. With title registered to NNDC it was unanimously agreed that NNDC remain as owners, failing that and they intend to ‘sell off’, that Horning Parish Council have the first refusal on taking on the ownership.

**11**. **To discuss arrangements for the 2013 Horning Boatshow.** There were no matters discussed on this item as Mr Boakes covered all areas in his report during his presentation in the public forum.

**12**. **To receive a report on the allotments**. Cllr Evans gave a full report on the allotments in the Parish. Following recent articles in the ‘Reach’ interest had been received to rent the vacant plots. It was unanimously agreed to authorise the clearing and ploughing of these vacant allotments so they are in a ‘ready’ state prior to the signing of the tenancy agreements. An existing allotment holder is prepared to do this work at a favourable rate, (£40 for the work quoted). The Chairman congratulated Cllr Evans for his efforts. It was unanimously agreed that Cllr Evans have the power to make decisions on behalf of he Council reference allotment issues, referring back to the Clerk if need be.

**13**. **To discuss the possible erection of a shelter on the Playing Field.** This item was placed on the Agenda for Cllr Ives to present but due to his absence was agreed to be placed on the Agenda for the May 13 Meeting**.**

**14**. **To discuss items for the Agenda for the Annual Parish Meeting.** It was unanimously agreed to maintain the Agenda as in previous years but in open conversation discuss CPRE and their involvement in local historic paths in the Parish. It was also agreed to discuss Horning Old Staithe.

**15. To discuss Parish Council involvement in flood mitigation within the Parish.** Cllr Turpin reported that County Cllr Rice had arranged a Meeting at the Ferry Inn where all relevant parties were in attendance to discuss immediate flooding on Ferry Rd and possible general flooding in the Parish. As a result of this Meeting a Working Party will be set up to discuss Ferry Rd and how to manage water in the Parish.

**16.** **To receive any District/Local Matters:** District Cllr McGoun confirmed that NNDC have agreed to place the cleaning of the public loos as a priority throughout the Boatshow.

 County Cllr Rice informed the Council that following the instigation of a Flooding Working Party (item 16 above) the Environment Agency are considering taking the idea to other Villages on the Broads. With reference to the hedge requiring cutting near the school he confirmed that this needs immediate cutting as a safety hazard and that nesting season should not be used as an excuse. The problem of overhanging foliage obscuring the traffic view at the Mill Hill junction was also brought to his attention. .

**17. Items for the next Agenda**.

Waterworks Staithe

 Feedback from 2013 Boatshow

Shelter on the Village Playing Field

**Date and time of next Meeting**: Annual Parish Meeting 7pm, Village Hall Annexe, 22 Apr 13, Annual Meeting of the Parish Council, 7pm, St Benets Hall, 13 May 13, Finance Meeting (Approve 2012/13 Accounts), 7pm, 20 May 13, St Benets Hall

 The Meeting closed at 20.57